

**HILTON HEAD NO.1 PUBLIC SERVICE DISTRICT**  
21 OAK PARK DRIVE – POST OFFICE BOX 21264  
HILTON HEAD ISLAND, SOUTH CAROLINA 29925  
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**MINUTES**  
**COMMISSION MEETING**  
**APRIL 24, 2019**

**I. Meeting called to order by the Commission Chairman, Mr. Bob Manne, at 9:00 a.m.**

**II. Those in attendance were:**

|                    |                  |
|--------------------|------------------|
| Mr. Bob Manne      | Chairperson      |
| Mr. David McCoy    | Vice Chairperson |
| Mr. Gary Kratz     | Treasurer        |
| Mr. Frank Drehwing | Secretary        |
| Mr. Herbert Ford   | Commissioner     |
| Mrs. Patti Soltys  | Commissioner     |
| Mr. Frank Turano   | Commissioner     |

Present by request:

|                       |                                |
|-----------------------|--------------------------------|
| Mr. Pete Nardi        | General Manager                |
| Ms. Amy Graybill      | Finance Manager                |
| Mr. Bill Davis        | Operations Manager             |
| Mrs. Connie Whitehead | Commission Recording Secretary |

Visitors:

Mr. Thomas Barnwell

**III. Pledge of Allegiance**

The Pledge of Allegiance was led by Mr. Dave McCoy.

**IV. Public Comment on Non-Agenda Items**

None

**V. Adoption of the Draft Minutes of the March 27, 2019, Regular Meeting**

Action

- Mr. McCoy moved to adopt the minutes as presented. Mr. Turano seconded. The motion passed unanimously.

## **VI. Strategic Planning Session**

### **A. Key Measurements**

#### Key Discussion Points

- The board reviewed and further revised the Key Measurements document.

#### Action

- Mr. Turano moved to adopt the document as revised. Mr. Drehwing seconded. The motion passed unanimously.

### **B. Major Objectives**

#### Key Discussion Points

- The board reviewed and revised the Major Objectives document.

#### Action

- The board agreed by consensus to approve the document.

### **C. GM Reporting & Annual Review**

#### Key Discussion Points

- The board reviewed the proposed General Manager's Reporting and Performance Review document and made further revisions.
- The board agreed that the General Manager would no longer send out regular weekly reports, but would instead send out updates as warranted.
- The General Manager will notify the board timely of any significant risks or liabilities facing the PSD.

#### Action

- The board agreed by consensus to approve the document.

### **D. Commissioner Committee Structure**

- The board discussed committee structures and whether it was necessary to have standing committees versus ad hoc.
- The general manager reminded the board that committee assignments are to be assigned by the full board, not self-generated.
- Discussion was held regarding the board's change from the fourth-Tuesday-of-the-month meeting date to the fourth-Wednesday-of-the-month meeting date and whether the change violated the board's current bylaws. Mr. Manne asked for commissioner preferences on meeting dates. Mr. Drehwing, Mr. Ford and Mr. Kratz prefer returning to Tuesday. Mrs. Soltys and Mr. Turano prefer to stay at Wednesday. Mr. Manne and Mr. McCoy are satisfied with either date.
- Mr. Manne will incorporate proposed changes to the bylaws from the strategic planning session and present them for a vote at the May board meeting.

## **VII. General Manager's Report**

### Key Discussion Points

- Mr. Nardi presented the General Manager's Report. A copy is included in the agenda packet.

## **VIII. New Business**

None

## **IX. Adjournment**

### Action

- Mr. Turano moved to adjourn the meeting. Mr. Kratz seconded. The meeting adjourned at 11:09 a.m.